

**KENTUCKY BOARD OF LICENSURE FOR OCCUPATIONAL THERAPY
MINUTES**

October 13, 2016

A regular meeting of the Kentucky Board of Licensure for Occupational Therapy was held at the Office of Occupations and Professions in Frankfort, KY on October 13, 2016.

MEMBERS PRESENT

Kevin Priddy, Chair
Camille Skubik-Peplaski
Thomas Miller
Scott DeBurger
Rhonda Tapp Edwards
Joshua Ramsey

OCCUPATIONS AND PROFESSIONS STAFF

Robin Vick, Admin Section Supervisor
Kelly Walls, Board Administrator

OTHERS

Ryan Halloran, Office of the Attorney General

MEMBERS ABSENT

None

Mr. Kevin Priddy, Chair, called the meeting to order at 1:15 pm.

Consent agenda - Minutes, Monthly Financial Report and Legal Fees

Minutes of the September 8, 2016 meeting and financial report for September 2016 were presented for the Board's review. There were no legal fees to review. Ms. Skubik-Peplaski made a motion to approve the consent agenda as presented. The motion, seconded by Mr. Miller, carried.

O&P Report

Ms. Vick presented an update regarding the online renewals. Errors are being fixed quickly after being reported and O&P has hired a few temporary employees to assist with the renewal phone calls and inquiries. Ms. Vick will remove Ms. Hutcherson's contact information from O&P's phone directory.

Board Attorney's Report

Mr. Halloran gave an update regarding the recently filed regulations. He reported a number of corrections that were suggested by LRC and he will bring the updated copies to the next meeting or will email them directly to the Board for review.

Pending Complaints

2014-06: Mr. Halloran to send counter-offer.

2016-01: Ms. Skubik-Peplaski made a motion to dismiss the case due to the licensee conforming to the stipulations as set out by the Board. The motion was seconded by Mr. Miller, and it carried. Mr. Halloran will prepare the order of dismissal document and send to the respondent.

2016-02: Ms. Skubik-Peplaski made a motion to dismiss the case due to the licensee conforming to the stipulations as set out by the Board. The motion was seconded by Mr. Miller, and it carried. Mr. Halloran will prepare the order of dismissal document and send to the respondent.

2016-03: Ms. Skubik-Peplaski made a motion to dismiss the case due to the licensee conforming to the stipulations as set out by the Board. The motion was seconded by Mr. Miller, and it carried. Mr. Halloran will prepare the order of dismissal document and send to the respondent.

2016-05: Certified mail notifying licensee of the complaint was unclaimed. Ms. Walls to re-send the notice via certified mail and regular mail.

Old Business

FAQ's – This has been a helpful document for Ms. Walls and will be useful for the new Board Administrator when hired. Mr. DeBurger to send a final updated version of the document.

New Business

The Board discussed the current online renewal process and any issues, website down times, and audited renewals. The online renewal programmers were able to assist with some of the uploaded audit documents that were not viewable by the board members. For incomplete renewals submitted by October 31st, 2016, the licensees have until November 30th, 2016 to supply the requested documentation. After that date, they will be charged the late fee.

An additional renewal reminder will be sent within the next week for those that have not yet renewed. The Board requested that the programmers make the "Audit" notice bolder in the email notifications for those selected for an audited renewal.

The Board reviewed an email question regarding DPAM certification and wound care. The Board stated that as long as the OT licensee is DPAM certified and competent in the MIST treatment, then the OT is allowed to use this therapy. The Board directed any billing inquiries to the employer. Ms. Walls to send the reply.

The Board reviewed an email question regarding licensees in the military having supervisors that are licensed out-of-state. This is permissible, however, the on-line renewal system will not allow for them to enter an out-of-state supervisor. Ms. Walls to relay this information to the programmers to see how those licensees may submit their renewals online given the situation.

The Board reviewed an email question regarding billing prior to the completion of the note for that treatment. The Board stated that the regulations do not address this particular issue and referred the licensee to her institutional policies. Ms. Walls to send the reply.

The Board reviewed an email question regarding data collection for a research study at Creighton University. Ms. Walls will direct them to submit the Open Records Request form to

obtain the data in question. Mr. Miller will assist with the Open Records response once received.

The Board presented Ms. Skubik-Peplaski a plaque as a token of appreciation for her service and commitment to the Board over the years.

Ms. Skubik-Peplaski made a motion for board members that wish to go to attend the DPAM course on November 12-13th, 2016 as to represent KBLOT. Eligible expenses shall be paid for. Mr. Miller seconded the motion and it was carried.

Mr. DeBurger made a motion for board members that wish to go to attend the Madisonville Presentation on December 12th, 2016 as to represent KBLOT. Eligible expenses shall be paid for. Ms. Skubik-Peplaski seconded the motion and it was carried.

The Board reviewed a monthly supervision audit and it was approved.

Ms. Walls reported that 2,821 licensees have completed the mandatory suicide training. There are 127 licensees who still need to complete the training that was due by July 31, 2016. Ms. Walls to send another reminder to the 127 licensees with her contact information on the notice.

The board reviewed the licensure status report.

Applications Review

The following applications for licensure were reviewed and recommended for approval. A motion was made by Mr. Miller to approve the applications as presented. The motion, seconded by Ms. Skubik-Peplaski, carried.

Stephanie	Adams	Occupational Therapist
Haley	Allen	Occupational Therapist
Mercedes	Andrade-Collins	Occupational Therapist
Matthew	Angle	Occupational Therapy Assistant
Kori	Becknell	Occupational Therapist
Coneshia	Braxton	Occupational Therapy Assistant
Charlotte	Brock	Occupational Therapy Assistant
Jennifer	Bryan	Occupational Therapy Assistant
Tracy	Bryant	Occupational Therapy Assistant
Miranda	Carey	Occupational Therapy Assistant
Lacey	Collins	Occupational Therapy Assistant
Amanda	Curtsinger	Occupational Therapist
Brittany	Dalieg	Occupational Therapist
Nichole	Dallas	Occupational Therapist
Jennifer	Davis	Occupational Therapist
Katherine	Duncan	Occupational Therapist
Herman	Eaves	Occupational Therapy Assistant
Terran	Evans	Occupational Therapist

Kyla	Fella	Occupational Therapist
Sonia	Ford	Occupational Therapy Assistant
Krista	Fry	Occupational Therapist
Keri	Fuoco	Occupational Therapist
Mallory	Garland	Occupational Therapist
Nikia	Geiman	Occupational Therapy Assistant
Edana	Gentry	Occupational Therapist
Samantha	Giles	Occupational Therapist
Laura	Gregory	Occupational Therapy Assistant
Dwayne	Griswold	Occupational Therapist
Alexandra	Guajardo	Occupational Therapist
Jennifer	Hall	Occupational Therapist
Courtney	Ham	Occupational Therapist
Traci	Hammond	Occupational Therapist
Megan	Hardin	Occupational Therapist
Courtney	Harley	Temporary Occupational Therapist
Aleshia	Harris	Occupational Therapist
Cody	Hecker	Occupational Therapist
Mary	Hensley	Occupational Therapist
Jennifer	Herkner	Occupational Therapist
Sarah	Himes	Occupational Therapy Assistant
Heather	Hughett	Occupational Therapy Assistant
Lisa	Kearny	Occupational Therapist
Brooklyn	Keeton	Occupational Therapist
Amy	Kendrick	Occupational Therapy Assistant
Mary	Knott	Occupational Therapy Assistant
Sarah	Koch	Occupational Therapy Assistant
Kelsey	Kolter	Occupational Therapist
Emily	Land	Occupational Therapist
Madison	Mathews	Occupational Therapist
Morgan	McCully	Occupational Therapist
Ashley	McKinney	Occupational Therapist
Carrie	Middleton	Occupational Therapist
Melissa	Miles	Occupational Therapist
Marquetta	Moore	Occupational Therapist
Carol	Netherton	Occupational Therapist
Vonda	Norris	Occupational Therapy Assistant
Max	Perlin	Occupational Therapist
Sara	Perry	Occupational Therapy Assistant
Crystal	Peter	Occupational Therapist
Constance	Proctor	Occupational Therapist
Vanessa	Purdue	Occupational Therapist
Brandi	Ray	Occupational Therapist

Bryan	Raymer	Occupational Therapist
Reece	Rounder	Occupational Therapist
Sara	Settimi	Occupational Therapist
Melinda	Stanley	Occupational Therapy Assistant
Jason	Stevenson	Occupational Therapy Assistant
Victoria	Swoboda	Occupational Therapist
Stephanie	Wiesman	Occupational Therapy Assistant
Marci	Wilkinson	Occupational Therapist
Kaysie	Worley	Occupational Therapist

A motion was made by Mr. DeBurger to accept the recommendation of the continuing education application review. The motion, seconded by Ms. Skubik-Peplaski, carried.

A motion was made by Ms. Edwards to accept the recommendation of the DPAM specialty certification applications as listed below. The motion, seconded by Mr. Miller, carried.

- Benge, Sherry
- Bill, Wesley
- Gilbert, Alyson
- Stevenson, Sally
- Trapp, Melissa
- Travis, Katelyn

Assignments for Next Meeting – November 10, 2016

Mr. Halloran:

- Counter offer to be sent for 2014-06
- Dismissal letters to be sent for 2016-01, 2016-02 and 2016-03
- Send Board updated regulations with changes as suggested by LRC

Mr. DeBurger:

- Send updated FAQs to Ms. Walls

Mr. Miller:

- Assist Ms. Walls with response to Creighton University research study, once open records request is received.

Ms. Walls:

- Re-send notice of complaint for 2016-05
- Send suicide training requirement reminders with new contact information to replace Ms. Hutcherson's contact information
- Work with the programmers to fix pending online renewal issues

Approval of Travel and Per Diem

A motion was made by Ms. Edwards to approve travel and per-diem for today's meeting. The motion, seconded by Ms. Skubik-Peplaski, carried.

Adjournment

With no further business to discuss the meeting was adjourned at 2:50 p.m.

The next meeting of the Kentucky Board of Licensure for Occupational Therapy is scheduled to be held at 1:00 p.m. on Thursday, November 10 at the Office of Occupations and Professions.